

**MINUTES**

**Recreation Commission**

**City of Willoughby Hills**

December 2, 2015

Prior to the meeting new members Jim Walsh and Kristina Zeleznik were appointed and sworn by Mayor Weger to a three-year term ending 12/31/2018.

Mayor Weger presented Barb Araps with a certificate of appreciation for her service since 2013.

CALL TO ORDER: 7:00 pm

PRESENT: Lynn Hallum, Vice-Chairman; Barbara Araps, Joseph Jarmuszkiewicz, Dee Germano, Gloria Majeski, Jim Walsh, Kristina Zeleznik

ABSENT: Dan Philipp, Chairman; John Plecnik, Council Representative; Jeanette Nelson

ALSO PRESENT: Christopher Biro, City Council; Denise Edwards, Rec Coordinator;  
Theresa Baptie; Clerk

**DISPOSITION OF MINUTES OF November 4, 2015**

**MOTION:** Joseph Jarmuszkiewicz moved that the Commission approve the minutes

Seconded by Dee Germano

Roll call vote: Ayes unanimous w/ 1 abstention

**Motion passes 6/0**

**CORRESPONDENCE**

11-6-2015 Email from Denise Edwards RE: Rec Meeting 11-4-2015 Wednesday – follow up  
11-6-2015 Email from Denise Edwards RE: Suggestions for Meeting Minutes and Agenda  
11-6-2015 Email from Joe Jarmuszkiewicz RE: Rec Meeting 11-4-2015 Wednesday – follow up  
11-6-2015 Email from Lynn Hallum RE: Rec Meeting 11-4-2015 Wednesday – follow up  
11-9-2015 Email from Gloria Majeski RE: Rec Meeting 11-4-2015 Wednesday – follow up  
11-9-2015 Email from Gloria Majeski RE: Recreation Commission  
11-9-2015 Email from Lynn Hallum RE: Rec Meeting 11-4-2015 Wednesday – follow up  
11-12-2015 Email from Gloria Majeski RE: Oaths for the January 6, 2016 Rec Meeting  
11-13-2015 Email from Frank Brichacek RE: Notification of 11/12/15 Gym Fund Donation from Mrs. O’Ryan  
11-13-2015 Email from Ray Somich RE: Notification of 11/12/15 Gym Fund Donation from Mrs. O’Ryan  
11-13-2015 Interoffice Memo from Frank Brichacek RE: Notice of Acceptance of a \$15,000 Donation from Mrs. Florine O’Ryan for the Purpose of Constructing a Gymnasium  
11-18-2015 Email from Denise Edwards RE: Volunteers Needed for the Upcoming Recreation Events  
11-18-2015 Email from Kristina Zeleznik RE: Recreation Commission  
11-18-2015 Email from Gloria Majeski RE: New Recreation Comm. Members  
11-24-2015 Email from Denise Edwards RE: Sanctioning  
11-25-2015 Email from Denise Edwards RE: Halloween Party 2015 Recap  
11-30-2015 Email from Gloria Majeski RE: Recreation Commission Meeting December 2, 2015  
11-30-2015 Email from Denise Edwards RE: Rec Meeting December 2, 2015

11-30-2015 Email from Denise Edwards RE: 2015 November CC Rental Summary/Usage Report  
11-30-2015 Email from Denise Edwards RE: Rec Meeting December 2, 2015  
11-30-2015 Email from Denise Edwards RE: Rec Meeting December 2, 2015  
11-30-2015 Email from Jeanette Nelson RE: Rec Meeting December 2, 2015  
11-30-2015 Email from Dan Philipp RE: Rec Meeting December 2, 2015  
11-30-2015 Email from Ray Somich RE: Breakfast with Santa and May 1<sup>st</sup>  
12-2-2015 Email from Dan Philipp RE: Rec Meeting December 2, 2015  
12-2-2015 Email from Dan Philipp RE: Winterfest Meeting  
12-2-2015 Email from Theresa Baptie RE: Winterfest Meeting

#### Reports

- Community Center Usage - received from Denise Edwards 11/30/2015
- Rec Reports - received from Denise Edwards 11/30/2015
- 460 Report - received from Frank Brichacek 12/2/2015
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**COUNCIL REPRESENTATIVE'S REPORT** Chris Biro's message to the Commission is keep up the good work and appreciate the effort.

#### **RECREATION REPORT**

**Sports Programs Basketball** has 92 signed up, 51/52 on instructional teams so there's really nice division, 3<sup>rd</sup>/4<sup>th</sup> grade have 4 teams Richmond Heights have 2 so we are combining w/ them. 5<sup>th</sup>/6<sup>th</sup> grades have enough for 2 teams, 3 on 3 League. Going to do training camps, practice has begun, games start after the 1<sup>st</sup> of the year. Joe Jarmuszkiewicz reported that Soft Ball had their 1<sup>st</sup> meeting last month, will start sending out registrations in January, will go thru March.

#### **Halloween Party Recap**

**Budget = \$1,500.00**

**TOTALS:** 233 Children (147 children in 2014)

**WH Attendees:** 56 WH Families, 107 WH Children (31 Families WH, 72 children were Willoughby Hills Residents in 2014)

#### **Special thank you to**

**Volunteers:** Mayor Weger, Frank Germano, Mark and Sandy Grubiss, Ruth and Kinzey Czerr, Frank & Mary Cihula, Florine O'Ryan, Denise Reichelt, Rhiannan Edwards, Kaston Family, Kubish Family, Katie Mullin, Chris Hallum

Rec Commission – Joe Jarmus, Dan Philipp, Lynn Hallum

**Volunteer groups:** Michelle Henderson's Girls Scout Troop, Willoughby South Key Club, Saint Francis of Assisi 8<sup>th</sup> grade students

**Assisting:** Willoughby Hills Fire and Service Departments

There were games, candy, contests – the Parent Pumpkin Pie Eating Contest, Haunted Hay Rides, Donuts and Apple Juice, Face Painting, Coloring Contest

\*\*\*Thank you to the Mayor for dodging rain drops and making the Haunted Hayride happen!

**Candy corn count Winner:** guessed 800, actual count was 813 – claimed and not recorded

**Pie Eating Contest Winner:** Cardelle Bandy

**Coloring contest winners:**

4 & Under - Kaleb Cottrell

5-6 – Stacy Hallum

7-9 – Claimed and not recorded

10-12 – Claimed and not recorded

**Costume Contest**

Cutest – Saatvik Sood (unclaimed)

Scariest – Kainen Cottrell

Funniest – Viera Thibodeaux

Most Original - Kensie Snyder (unclaimed)

**EXPENSES – \$888.19**

Aladdin's for 3 games rented = \$132.30

Candy, decorations, cups, plates, napkins, apple juice, gift cards = \$540.83

Pizza for volunteers = \$55.00

Petty Cash from Marcs = \$10.06

Donuts from Giant Eagle = \$150.00

**INCOME - \$44.00** (\$119 in 2014)

INCOME - EXPENSES: \$888.19 - \$44.00 = \$844.19

REMAINING IN BUDGET: \$655.81

Suggestion for 2016: Do not offer pictures and find a new way to do the Costume Contest.

– Income does not get transferred into the Recreation Fund 460 from this event.

**Winterfest/Christmas Card Lane** 35 signs up this year, this Sunday @ 5:00 is Winterfest at the Fire Department, goal is to fill the ambulance w/ toys for Asa's Angels, there will be snacks, free pictures w/ Santa & entertainment in the form of Dawn Kendrick, Bobby Leach and Willoughby South's Wind Symphony Band.

**Breakfast with Santa** is December 12<sup>th</sup>, morning session is full but 10:45 on is still open, Secret Santa Shop, \$2, have Elf's to help little shoppers, prices are \$5 for adults/ \$2 for children (includes their breakfast and photo w/ Santa).

**Others** None

**COMMUNITY CENTER REPORT** November \$4,940.00, last year \$5,192.50, YTD is \$63,189.00/last year \$64,910.50.

Denise Edwards extended a huge thanks to Barb Araps and Gloria Majeski for all they have done in serving w/ the Commission.

Note: The carpet in the Community Center has been cleaned.

**460 FUND** The Unencumbered Balance for December is \$48,985.70.

**UNFINISHED BUSINESS.**

**Terry Baller re. Roemisch Complex Plan** On hold till after the 1<sup>st</sup> of the new year.

**Recruits for Recreation Commission** Have 2 new recruits, can take off "unfinished business".

Other None

**NEW BUSINESS:**

2016 Sanctioning-all Renewals:

Willoughby Hills Fall Cornfest  
Lake County Mayors and Managers

**MOTION:** Denise Edwards made the motion that the Commission approve all the listed 2016 applicants for Sanctioning as submitted.  
Seconded by Lynn Hallum  
Roll call vote: Ayes unanimous  
**Motion passes 7/0**

Gloria Majeski reported that the Art Gallery Reception sales; 80% goes to artist and 20% to WH Community Center. John Davis has moved and Lee Tobin has taken over (Welcome), March/April show will be WH Photo Contest. Gloria also suggested a thank you letter from the Commission to Florine O’Ryan for her generous donation to the WH Gym Fund. Clerk will draft a letter for the Commission’s approval.

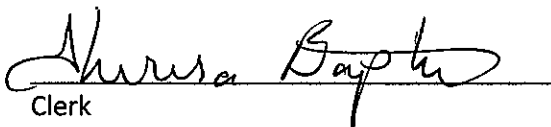
Jim Walsh inquired as to the current balance in the WH Gym Fund (\$190,000.00).

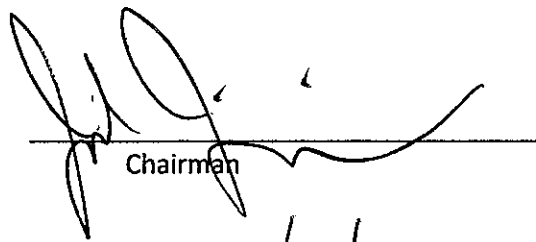
Lynn Hallum asked Gloria where the Concerts in the Park stand as of now; on hold, City Council not allowing us to use the park for public purpose. Can the Commission integrate more w/ Cornfest? Lobby Councilman (includes the public). Add to Unfinished Business for next meeting. Chris Biro said he will hold discussion at his next meeting to see where the Council stands.

**PUBLIC PORTION:** 7:44 pm open/None/7:45 closed.

**ADJOURNMENT**

Meeting adjourned at 7:45 pm by Lynn Hallum, Vice-Chairman

  
Clerk

  
Chairman  
Date approved: 1/6/2016

12/28 TAB

Note: Meetings of the Recreation Commission are recorded and recordings are a public record.